

***STATE BOARD FOR CAREER AND TECHNICAL EDUCATION***

## Minutes of Meeting

January 22, 2013

Members of the State Board for Career and Technical Education met at 10:00 a.m. CST on Tuesday, January 22, 2013, in Meeting Room E, Comfort Inn, Bismarck. The meeting was called to order by Mr. Darrel Remington, Chair. The following members were present:

Dr. Brian Duchscherer, Vice Chair  
Ms. Kirsten Baesler, Member  
Ms. Maren Daley, Member  
Ms. Debby Marshall, Member  
Mr. David Richter, Member  
Ms. Aimee Copas (for Dr. Ham Shirvani, Member)

Wayne Kutzer, Dwight Crabtree, Brenda Schuler, Curt Dahme, Vicki Neuharth, Dale Hoerauf, Doug Vannurden, Larry Sebastian, Raquel Jessen, John Smith-Coppes, Eric Rasmussen, Shadd Piehl and Edna Sailer were also present.

Mr. Remington welcomed the board and audience members.

**CONSIDERATION OF DECEMBER 19, 2012 MINUTES** – Dr. Duchscherer moved and Ms. Marshall seconded to approve the minutes of the December 19, 2012 meeting as presented. The motion passed unanimously.

**FINANCIAL REPORT** - Mr. Kutzer reviewed the Appropriation Status Report and the Administrative Budget and Expenditures Report for month ended December, 2012, reporting that the total budget expended is in line with the time elapsed.

Following a brief discussion, Mr. Richter moved and Ms. Copas seconded to approve the financial reports as presented. The motion passed unanimously.

**DIRECTOR'S REPORT** – Mr. Kutzer reported that the T&I Assistant Supervisor position has been reopened with an “until filled” closing date.

Mr. Kutzer then distributed and reviewed information about a Mobile Devices, Mobile Classrooms pilot project at the Southeast Region Career and Technology Center. The project is designed to assist students during bus travel time to better utilize down time by taking on-line courses offered through the ND Center for Distance Education. As the project progresses, Mr. Dan Rood, Director of the Southeast Region Area Career and Technology Center will provide a report to the Board.

In addition to the pilot project at the Southeast Region Area Career and Technology Center, the Ellendale School Board has voted to join the Area Center as a member school.

**2013 LEGISLATIVE SESSION** – Mr. Kutzer reviewed SB2019-CTE Budget Bill and the testimony he will be presenting to the Senate Appropriations Committee on Thursday, January 24.

Following Mr. Kutzer's presentation, the board commended him for his work with the Legislature and his preparation and conciseness on SB2019.

Mr. Kutzer then reviewed HB1103-which splits private postsecondary educational institutions authorization responsibilities between the State Board for Career and Technical Education and the State Board of Higher Education. The State Board for Career and Technical Education would be responsible for private career schools only.

The following legislative bills, relating to scholarships, were distributed and reviewed: HB1258, HB1287, HB1291, SB2186, SB2189, and SB2222.

Other legislative bills distributed and reviewed were: HB1229 relating to the elementary student entrepreneurship program (Marketplace); HB1266 relating to the length of a school

day; HB1307 relating to publishing elementary and high school content; and, SB2155 relating to high school graduation requirements.

Discussion was then held on Career Advisors and whether there was information showing the effectiveness of them. Mr. Kutzer will meet with staff to see if they have any information relating to the effectiveness of the Career Advisors that have been hired in schools.

The board thanked Mr. Kutzer for his report and for the updates he provides throughout the year.

**COOPERATIVE ARRANGEMENTS “ONLINE FACILITATOR” POLICY** - Mr. Kutzer reviewed the Online Facilitator policy and the rationale (salmon sheet) for removing that section from the Cooperative Arrangement policy.

Mr. Kutzer reported that after receiving feedback from supervisors, they were unable to come to a standard or consistent definition of what would constitute a lab-based course. Based on the challenge of identifying lab-based courses, Mr. Kutzer recommended eliminating the Online Facilitator policy, effective July 1, 2013.

Mr. Doug Vannurden, Assistant Director of the Missouri River Area Career and Technology Center, stated that this policy is an invaluable asset to schools. He then distributed and reviewed his rationale for keeping the Online Facilitator policy, along with suggested changes to the policy.

Mr. Dale Hoerauf, Director of the Missouri River Area Career and Technology Center, spoke on behalf of the policy and stated that a better description of the facilitator could be a classroom helper that is needed in the schools.

Mr. Remington thanked Mr. Vannurden and Mr. Hoerauf for their information and stated that the board will review their presentation and make a decision at the next meeting.

**SECONDARY TEACHING LICENSING REQUIREMENTS** – Mr. Kutzer reviewed a summary of the practical work experience requirements for secondary teaching licensure (green sheet), reporting that he met with the supervisors of Marketing Education and Business and Office Technology regarding the 2,000 hours of work experience. Both supervisors felt that the required practical work experience is important.

Following a brief discussion, the board concurred that the Secondary Teaching Licensing Requirements process will remain in place, as approved in November.

**2012 FINAL CONSOLIDATED ANNUAL REPORT (CAR)** – Mr. Crabtree reviewed the updated and more accurate numbers in the Consolidated Annual Report, stating that the report was filed with the U.S. Office of Education by December 31, 2012.

Discussion was held on the data being received and Mr. Crabtree responded that he is confident of the data he received by the contractors. Ms. Daley commended the agency on meeting performance standards and suggested that Mr. Kutzer provide that information to the legislature.

The board thanked Mr. Crabtree for his report and Ms. Daley stated that she has confidence in the review and approval of the information received by the contractors.

**CAREER AND TECHNICAL STUDENT ORGANIZATION CONFERENCES** – Board members were invited to attend the CTSO Conferences being held over the next few months.

**FUTURE SBCTE MEETINGS** – The February board meeting is scheduled for Tuesday, February 19, 2013 at the Comfort Inn, Bismarck.

The March board meeting is scheduled for Monday, March 18, 2013.

The April board meeting is scheduled for Monday, April 15, 2013.

The meeting adjourned at 11:32 a.m.

Respectfully submitted,

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Mr. Darrel Remington  
Chairperson